



## **The Corporation of the City of Stratford Infrastructure, Transportation and Safety Sub-committee**

### **MINUTES**

Date: February 25, 2026  
Time: 4:30 P.M.  
Location: Council Chamber, City Hall

Sub-committee Present: Councillor Burbach - Chair Presiding, Councillor Nijjar - Vice Chair, Councillor Beatty, Councillor Hunter, Councillor McCabe

Staff Present: Taylor Crinklaw - Director of Infrastructure Services, Audrey Pascual - Deputy Clerk, Neil Anderson - Director of Emergency Services/Fire Chief, Sean Beech - Manager of Environmental Services, Jeremy Witzel - Manager of Public Works, Miranda Franken - Council Clerk Secretary

#### **1. Call to Order**

The Chair called the Meeting to Order.

Land Acknowledgment

Moment of Silent Reflection

Respectful Conduct Statement

#### **2. Disclosure of Pecuniary Interest and the General Nature Thereof**

The *Municipal Conflict of Interest Act* requires any member of Council declaring a pecuniary interest and the general nature thereof, where the interest of a member of Council has not been disclosed by reason of the member's absence from the meeting, to disclose the interest at the first open meeting attended by the member of Council and otherwise comply with the *Act*.

Name, Item and General Nature of Pecuniary Interest

No disclosures of pecuniary interest were made by a Member at the February 25, 2026, Infrastructure, Transportation and Safety meeting.

**3. Delegations**

None scheduled.

**4. Report of the Manager of Environmental Services**

**4.1 Drinking Water Quality Management Standard 2025  
Infrastructure Review (ITS26-002)**

**Staff Recommendation:** THAT the DWQMS Infrastructure Review 2025 be received by Council to fulfil the requirement of the Ontario Drinking Water Quality Management Standard.

**Sub-committee Discussion:** The Manager of Environmental Services provided an overview of the report. Highlights included the following:

- the report providing information regarding the Drinking Water Quality and being required under the Safe Drinking Water Act;
- the review having been conducted on December 17, 2025;
- three components reviewed being Maintenance Review, Major Projects Review, and Major Projects Completed as outlined in the report;
- the attached table identifying over approximately \$124,780 of previously established operational and capital items already funded through the 2025 budget;
- all listed projects having been budgeted for and funded through existing reserves;
- the required annual review of capital asset information will continue to assist in ensuring that assets are maintained or replaced when required; and
- rates collected from users will be sufficient to cover these costs.

Discussion was held between Sub-committee and staff. Highlights include the following:

- a Member asked about the letters being received by residents from Frozen Water Services requesting the recipients run their water;
- staff replied Frozen Water Services notices being issued for the third time since 2014 with staff being on batch 4;
- the running water request being to prevent freezing which would require thawing services;
- the properties in receipt of notices having been identified as having shallow pipes or having required historic servicing with several hundred of these properties identified throughout the city; and
- at times pipes will get lowered under the frost line through construction.

#### **4.2 Drinking Water Quality Management Standard 2025 Management Review (ITS26-003)**

**Staff Recommendation:** THAT the Management Review Minutes 2025 and Summary Table of Action Items 2025, be received by Council to fulfil the requirement of the Ontario Drinking Water Quality Management Standard.

**Sub-committee Discussion:** The Manager of Environmental Services provided an overview of the report. Highlights included the following:

- the review for the report also completed on December 17, 2025;
- the attached documents containing a summary of information reviewed by management including findings from the Ministry of the Environment, Conservation and Parks annual Inspection, third party and internal audit findings and operational performance;
- the review period being from December 1, 2024 to December 1, 2025;
- most issues were specified as Minor or Opportunities for Improvement; and
- the majority of the issues having been rectified with ongoing items being addressed.

The Chair called the motion on item 4.2.

Motion by Councillor Beatty

**Sub-committee Recommendation: THAT the Management Review Minutes 2025 and Summary Table of Action Items 2025, be received by Council to fulfil the requirement of the Ontario Drinking Water Quality Management Standard.**

**Carried**

The Chair called the motion on item 4.1.

Motion by Councillor Beatty

**Sub-committee Recommendation: THAT the DWQMS Infrastructure Review 2025 be received by Council to fulfil the requirement of the Ontario Drinking Water Quality Management Standard.**

**Carried**

## **5. Report of the Council Committee Coordinator**

### **5.1 Encroachment Application for 86 Athlone Crescent (ITS26-004)**

**Staff Recommendation:** THAT the application to permit the encroachment of the tandem parking space at 86 Athlone Crescent onto the Athlone Crescent road allowance be approved;

THAT the annual fee of \$254.89 adjusted yearly by the CPI, be added to the property tax bill for 86 Athlone Crescent;

AND THAT the City Clerk be directed to prepare a by-law authorizing the encroachment at 86 Athlone Crescent.

Motion by Councillor McCabe

**Sub-committee Recommendation: THAT the application to permit the encroachment of the tandem parking space at 86 Athlone Crescent onto the Athlone Crescent road allowance be approved;**

**THAT the annual fee of \$254.89 adjusted yearly by the CPI, be added to the property tax bill for 86 Athlone Crescent;**

**AND THAT the City Clerk be directed to prepare a by-law authorizing the encroachment at 86 Athlone Crescent.**

**Carried**

## **6. Department Update**

**Sub-committee Discussion:** The Director of Community Services and the Manager of Public Works provided a department update. Highlights included the following:

- 448 cm of snowfall having fallen from November 9, 2025;
- approximately 2,000 truck loads of snow removed by two blower crews, hauling approximately 30,000 tonnes of snow to the snow dump;
- the map included in the update showing the areas covered by snow operations with service focus on primary roads, secondary roads, emergency services access and site lines including calls to support school boards;
- citizen reporting having gone well, with resident submitted snow and road concerns being triaged daily and escalations tracked daily with staff having reaffirmed the level of service being met and the amount of material dealt with;
- the ice pack in the streets being due to the lack of salt to break the snow bond with the snow pack being in public discussion;
- salt stock having been up over the last two weeks but with the recent thaw the salt shortage continuing;
- pothole servicing having begun the week of February 16 with staff relying on road patrols and public submissions in the online portal;
- staff in discussion regarding preparation for 2027 weather, prioritization of services, how to implement services and how best to react to Environment Canada Alerts;
- the City being in compliance with level of services and the Provincial Minimum Maintenance Standards (MMS);
- regarding health and safety compliance, an education session having been held with staff and moving forward with zero tolerance in spatial awareness with no incidence having occurred since the session;
- staff in preparation of the waste management landfill 2024/2025 biannual report;
- the household hazardous waste contract having been accepted by Perth South with Perth East to confirm;

- there being a surprise visit by the Ministry of Environment at the landfill with the Manager of Public Works and the Supervisor of Waste Operations having provided a tour that staff feel went well;
- there being current issue with illegal garbage bag tags with coordinated efforts by staff and Stratford Police; and
- this not being the first instance of copied tags.

Discussion occurred between Sub-committee and staff. Highlights included the following:

- a Member asked how the level of snow removal service standard is set for future years;
- the Manager of Public Works replied there being an issue in the past with meeting service levels and exceeding them;
- staff having adopted our current level of service based on the MMS as well as a calculation of the number of staff and the number of people required to complete services;
- staff have established 4 zones for truck ploughing servicing with approximately 50 km per zone each, with a calculation done similarly for sidewalks;
- staff are working to keep the public happy with demands exceeding what can easily be accomplished;
- the Director of Infrastructure Services noted MMS mandating services based on staffing and equipment the City has with this being based on historical staffing;
- in response to a Member, staff replied that during heavy snow periods contracted services are used to support noting services were used at the end of 2025 and early 2026 to scrape snow pack;
- contracted services have been used 10 times this season and used 2 times last season with staff operator hours of service considered before contacting contractor services;
- annual evaluation of winter operations being reviewed and staff expect a report regarding consideration for alternatives to salt to be brought forward in future based on the volume of this season;

- staff commented snow services having been a coordinated effort to blow, plough and haul with there being a point when three crews with 16 trucks were working;
- a motion made in the summer of 2025 to review overnight parking restrictions having been in discussion with a draft report from Clerks now under review with Infrastructure Services;
- staff having done a robust and fulsome review of overnight parking and aiming to have a report before Council in the coming months;
- a Member asked if cars have been ticketed for impeding ploughing operations;
- staff replied that information regarding cars parked on streets and impeding ploughing services are recorded and escalated to police for enforcement; and
- some cars consistently impeding snow removal are then ticketed by police.

#### **7. Advisory Committee/Outside Board Minutes**

There were no Advisory Committee/Outside Board minutes provided to Sub-committee.

#### **8. Next Sub-committee Meeting**

The next Infrastructure, Transportation and Safety Sub-committee meeting will be held on March 25, 2026, at 4:30 p.m. in the Council Chambers if required.

#### **9. Adjournment**

Motion by Councillor Hunter

**Sub-committee Decision: THAT the Infrastructure, Transportation and Safety Sub-committee meeting adjourn.**

**Carried**

Meeting Start Time: 4:30 P.M.

Meeting End Time: 4:53 P.M.